

UNITED STATES DEPARTMENT OF AGRICULTURE  
AGRICULTURAL ADJUSTMENT ADMINISTRATION  
NORTH CENTRAL DIVISION

INSTRUCTIONS PERTAINING TO THE REPORT OF INSPECTION AND PREPARATION OF SUMMARY OF PERFORMANCE ON RANGE LAND (FORM NCR-154)

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PART I. GENERAL INFORMATION AND ADMINISTRATIVE ORGANIZATION

The Report of Inspection and Summary of Performance on Range Land (form NCR-154) will be used for the purpose of determining and summarizing the extent of performance on ranching units under the 1937 Agricultural Conservation Program. The State committee will arrange for the necessary county schools of instruction, prepare instructions for the determination of acreages, and supply adequate supervision and assistance to county committees for the determination of performance on range land.

The county committee of the county in which are located, or regarded as located, ranching units participating in the 1937 Agricultural Conservation Program, will be responsible for the determination of the extent of performance on such ranching units. The member of the county committee representing ranch operators will supervise the determination of performance on range land in the county. The determination of the extent of performance will be made as soon as possible after the receipt of the necessary forms and instructions in the county office.

Inspection of a ranching unit for the purpose of determining performance will be made on all ranches where an application for the establishment of grazing capacity has been filed with the county committee. Inspection will only be made of such practices for which the county committee has given prior approval for the carrying out of such practices. The county range committeeman, as supervisor of the determination of performance on range land, will assign to each range inspector the ranching units to be inspected by such range inspector. In assigning the ranching units to be inspected by each range inspector there will also be delivered to each range inspector forms NCR-154 for such ranching units. Section I of such forms

NCR-154 will be completed and the first question for each practice in section II will be answered in the county office before they are delivered to range inspectors. The county range inspector will visit such ranching units and check the range-building practices carried out, check the data appearing on NCR-154, and record data pertaining to performance on NCR-154 in accordance with the instructions contained herein. The county range inspector will review the data entered on NCR-154 with the ranch operator and obtain his signature thereto. After the NCR-154 is certified by the range inspector, such NCR-154 will be forwarded to the county office. After NCR-154 is completed in the county office, the entries on NCR-154 will be reviewed by the county committee and will be signed for the county committee by the member of the committee representing ranch operators.

## PART II. PREPARATION OF NCR-154 IN COUNTY OFFICE

Clerical assistants will transfer to NCR-154 data pertaining to each ranching unit from the Statement of Intentions on Range Land, from the range listing sheet, NCR-151, and from other available information in the county office. Enter the State and county code in the first blank space in the upper right-hand corner. Enter the name of the minor civil division in which the headquarters of the ranching unit is located, or regarded as located, and the serial number of such ranching unit in the second blank space in the upper right-hand corner.

### Section I. Identification of Ranching Unit:

**Line 1.**—Enter the name and address of the operator of the ranching unit to which the NCR-154 pertains. It is absolutely necessary that the complete and correct address be obtained. Wherever possible the rural route or the street number should be entered. The type of address must be such that any mail directed to such person at such address will reach such person without delay. Such entry will be obtained from NCR-151, columns (2) and (3).

**Line 2.**—Enter the number of acres in the ranching unit. Such entry will be obtained from NCR-151, column (5).

Enter the number of acres of range land in the ranching unit. Such entry will be obtained from NCR-151, column (6).

Enter the normal grazing capacity of the ranching unit. Such entry will be obtained from NCR-151, column (18).

**Line 3.**—Enter the location of the ranch headquarters, including the distance and direction from the nearest town and the name of the road on which the headquarters of the ranching unit is located.

**Line 4.**—Enter the legal description of the ranching unit, which will be obtained from the statement of intentions on range land or other available information in the county office.

**Section II. Report of Performance.**—The clerical assistants will enter in item 1 the word "yes" for each of the practices listed in section II which has been previously approved by the county committee, and enter the word "no" for each of the practices which has not been previously approved by the county committee.

## PART III. PROCEDURE FOR COUNTY RANGE INSPECTOR

The range inspector will make an entry for each of the items in section II pertaining to each practice carried out on the ranching unit for which the entry in item 1 is "yes."

**Practice No. a-1. Reseeding by Deferred Grazing.**—Enter in item 2 the number of acres nongrazed May 15, 1937, to September 30, 1937. Sufficient measurements should be made to determine the total acreage nongrazed.

Enter "yes" or "no" in item 3 to show whether the entry of livestock was prevented on the acreage nongrazed, as shown in item 2, on ranches on which cattle or horses are grazed. The area to be kept free of grazing should be fenced and the fence maintained sufficiently to prevent entry of livestock. On ranches used exclusively for grazing sheep, the area to be kept free of grazing should have been fenced and the fence maintained sufficiently to prevent entry of livestock, or the entry of livestock on such nongrazed acreage should have been prevented by herding.

The remainder of the range land in the ranching unit should be carefully inspected in order to determine whether such land has been pastured to such an extent as to decrease the stand of grass or injure the range, forage, tree growth, or watershed. After such inspection the range inspector will make the appropriate entry in item 4.

Enter "yes" or "no" in item 5 to show whether the practice was carried out on land normally used for grazing and whether the practice was carried out between May 15 and September 30, inclusive.

**Practice No. a-2. Reseeding by Limited Grazing.**—The range inspector will determine by inspection of the range land whether the number of animal units grazed on the range land has been limited so as to permit at least 25 percent of the grass on the ranching unit to mature seed. This determination will depend upon the facts obtained from an inspection of the test plots located on the range land and the grass on the range land around such test plots. Each test plot will be inspected individually and a determination made of the percentage of grass maturing seed on such plot. The percentage of grass maturing seed on the test plot will be considered as 100, and the grass maturing seed around such test plot will be considered in terms of percentage of the grass maturing seed on the test plot. For example, if 50 percent of the grass on a test plot matures seed, and 15 percent of the grass on the range land around such test plot matures seed, the results for the purpose of this inspection will be obtained by dividing 15 percent by 50 percent and multiplying the result by 100. The entry in item 4, column 1, will then be 30 percent. The same procedure will be followed for all test plots located on the ranching unit. The average of all percentage entries in item 4 should be obtained and entered in the last column of item 4. If such entry is equal to or greater than 25 percent, the entry in item 3 will be "yes." If an inspection of the grass maturing seed on the test plots located on the range land indicates that less than 25 percent of the grass on the range land has matured seed, the entry in item 3 will be "no."

**Practice No. b. Contouring.**—The county range inspector should inspect the contour furrows and determine whether the contour furrows have been constructed on land with slopes not in excess of 8 per-

cent and not sufficiently sandy and porous to absorb normal precipitation and make the proper entry in item 2.

The range inspector will examine and measure the contour furrows and enter in item 3 the width and depth in inches of such furrows.

The range inspector will examine the contour furrows to determine whether such contour furrows are sufficiently dammed to prevent overtopping which would cause gulying and make the proper entry in item 4.

The area on which contour furrows have been constructed should be inspected. Sufficient measurements should be made to determine the total acreage contour furrowed and such acreage entered in item 5.

**Practice No. c. Tree Planting in 1937 Prior to November 1.**—The county range inspector will ascertain whether the number, kind, and age of the trees planted and the methods of growing such trees are in accordance with good tree culture practice, and enter in item 2, "yes" or "no" as the case may be.

The range inspector should ascertain whether the fence enclosing the area of trees has been maintained sufficiently to prevent the entry of livestock. Make the proper entry in item 3.

Measure the total acres planted to trees and enter such acreage in item 4. Enter the year and month such trees were planted in item 5.

**Practice No. d. Cultivating and Maintaining a Stand of Trees.**—The county range inspector should inquire of the operator the year and the date the forest trees were planted and enter such date in item 2a.

Ascertain the number of living forest trees per acre and enter such number of trees in item 2b.

Measure the total acreage on which a full stand of at least 500 trees per acre of forest plantings were cultivated, protected, and maintained in 1937 and enter such acreage in item 2c.

The county range inspector should ascertain from the operator the year and date the windbreak and shelterbelt trees were planted and enter such date in item 3a.

Ascertain the number of living windbreak and shelterbelt trees per acre and enter such number of trees in item 3b.

Measure the total acreage on which a full stand of at least 200 trees per acre of windbreak or shelterbelt plantings were cultivated, protected, and maintained in 1937 and enter such acreage in item 3c.

Enter the sum of items 2c and 3c in item 4.

**Practice No. e. Reservoirs and Dams.**—This practice must be carried out with reseeding by either deferred or limited grazing. If any dams or reservoirs were constructed and were not carried out in connection with reseeding by either deferred or limited grazing, the data for such dam should be obtained and such dam should be assigned a number, but immediately after the number of such dam the following should be inserted: "Not carried out with either a-1 or a-2." For each dam the county range inspector will make the necessary measurements to ascertain the average length, average width, and the average depth of fill made in 1937 in connection with construction of such dam. He will compute the total number of cubic yards of fill for such dam and enter such number of cubic yards in item (b).

Inspect the watershed area for each dam and determine whether such watershed area is sufficient to insure filling of the reservoir with normal rainfall and make the appropriate entry in item (c).

Inspect the spillways and ascertain whether such spillways are adequate to prevent washing out under normal rainfall. The appropriate entry should be made in item (d).

Each dam will be assigned a number, and the appropriate entries for each dam will be made under the number for such dam.

#### PART IV. CERTIFICATIONS AND REVIEW

**Section III. Certifications.**—After the range inspector has completed the entry of the data pertaining to practices on the ranching unit, he should review such entries with the operator. Sufficient time should be spent with the operator in order that such operator may clearly understand the entries which have been made on NCR-154. The range inspector will then affix his signature and the date of such signature in the spaces provided and secure the signature of the operator and the date on which such signature was obtained.

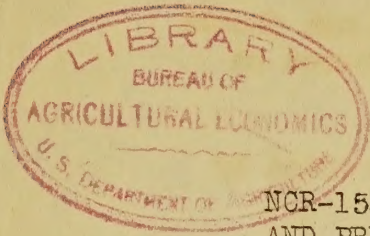
After the county range inspector has affixed his signature and the signature of the ranch operator has been obtained, NCR-154 should be returned to the county office. The county range committeeman should review all entries made on NCR-154 to ascertain the correctness of such entries and to ascertain whether prior approval of the county committee was obtained for each practice listed on NCR-154.

Each practice listed in section II of NCR-154 should be checked with the provisions of NCR-B-101, as amended, part VI, section 5, to determine whether such practice has been carried out in accordance with the provisions set forth therein. After the county range committeeman has determined the correctness of the entries for each practice, as well as the accuracy of the information contained in NCR-154, he should affix his signature and insert the date of his signature in the space provided therefor in section III.









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NCR-153, INSTRUCTIONS PERTAINING TO THE REPORT OF INSPECTION  
AND PREPARATION OF SUMMARY OF PERFORMANCE ON RANGE LAND  
(FORM NCR-154), ISSUED SEPTEMBER 24, 1937, IS HEREBY AMENDED  
AS FOLLOWS:

1. Part I. General Information and Administrative Organization -  
is hereby amended by adding to the second paragraph, page 1, the follow-  
ing:

September 30 is the closing date applying to reseeding practice set forth in NCR-B-101, as Amended, part VI, section 5, subsection (a), numbers (a-1) and (a-2). Ranch operators may wish to graze, after September 30, the area on which a reseeding practice was carried out. In such cases it will be necessary to inspect the entire ranching unit immediately after September 30, 1937, for the purpose of determining the extent of performance. With the exception of the reseeding practice, such inspection will be made as of November 1, 1937. If such inspection is to be made before Forms NCR-154 are available in the county office, temporary forms mimeographed in the county office containing the necessary information for all approved practices carried out on the ranching unit may be used and the information contained on such form should be later transferred to NCR-154 by the range inspector. Practices to be completed between the time of such inspection and November 1, 1937, will be inspected at the time of a second visit to the ranching unit by the range inspector. A second visit should be necessary in but few cases.

2. Part II. Preparation of NCR-154 in County Office - Section 1, line 4, is hereby amended by adding thereto the following:

In cases where it is impractical to enter the legal description, the name of the ranch or ranches constituting the ranching unit should be entered. This name or description should describe the entire ranching unit and not only the ranch headquarters. In cases where it is impossible to describe adequately or name the ranching unit, the legal description should be attached to NCR-154 and the words "attached hereto" entered in NCR-154, section 1, line 4.

3. Part III. Procedure for County Range Inspector, Practice No. 6, Reservoirs and Dams - is hereby amended by adding to the first paragraph the following:

It may be advisable to use specially trained men for the purpose of making measurements and ascertaining the number of cubic yards

of fill. All data obtained by such specially trained men should be delivered to the county office where it will be entered on NCR-154.

4. Part IV. Certifications and Review - is hereby amended by adding to the first paragraph the following:

The review of the entries on NCR-154 with the operator is deemed highly desirable in order that incorrect entries may be corrected while the inspector is at the ranch. If possible, the operator's signature should be secured at this time. However, if it is impossible or impractical to obtain the signature of the operator at this time, a statement should be made on NCR-154 by the range inspector setting forth the reasons why it is impossible or impractical to obtain such signature.